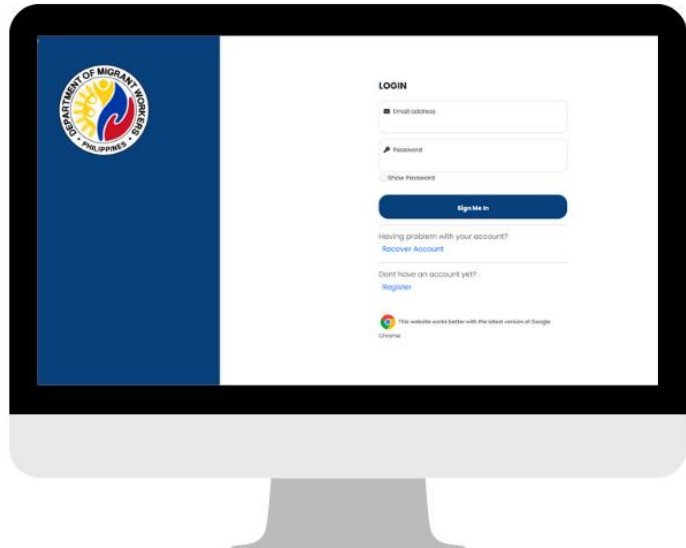# A. HOW TO REGISTER ON THE DMW PORTAL:

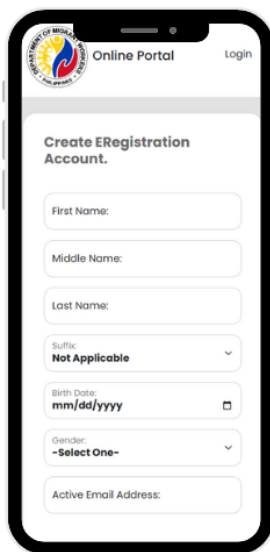**1.** Open your browser and go to **https://portal.dmw.gov.ph/** .
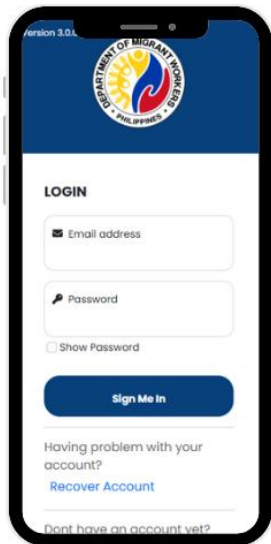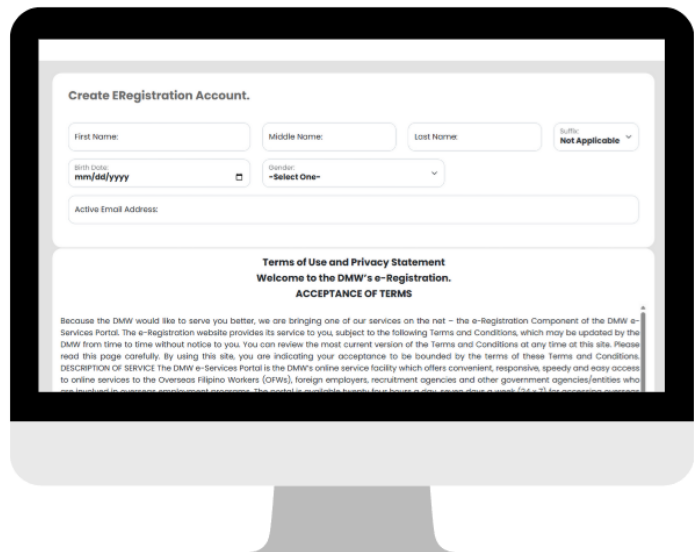
2. To register, Click the **Register** button.
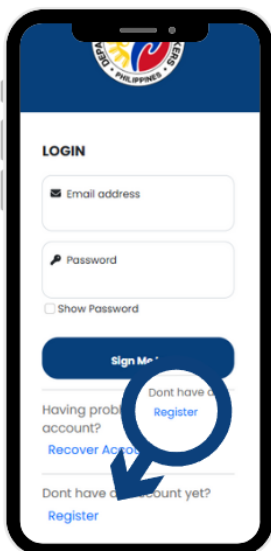
3. After clicking the **Register** button, you will be redirected to the Registration page. To register, fill out the form based on your details:

     a. First Name
     b. Middle Name
     c. Last Name
     d. Suffix (if applicable)
     e. Birth Date
     f. Gender
     g. Active Email Address

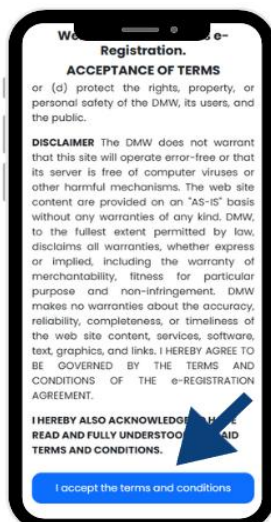**4.** After you fill out the form, read the Terms of Use Privacy Statement (Acceptance of Terms). After reading, scroll down and click the "I accept the terms and conditions" button.

5. After accepting, the system will show the summary of details you entered in the form. If you confirm that the details are correct, Click the "Yes" button.

6. After confirmation, the system will display the confirmation of creation of account.
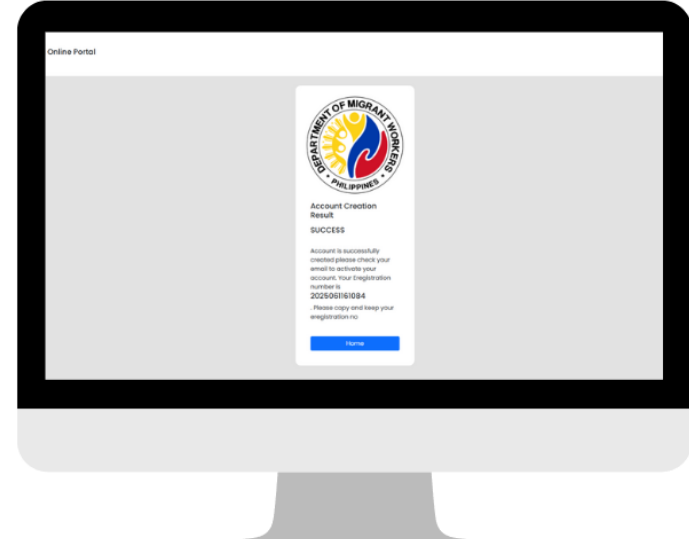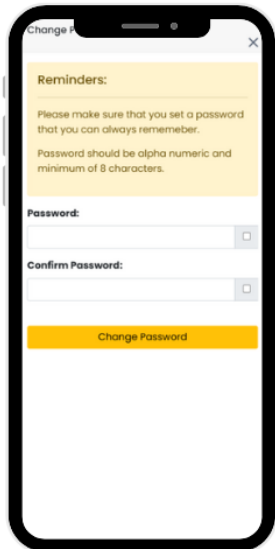
7. After the confirmation of the account, check your email that you used to create the account in DMW Portal. Our system will send an email containing your temporary password.
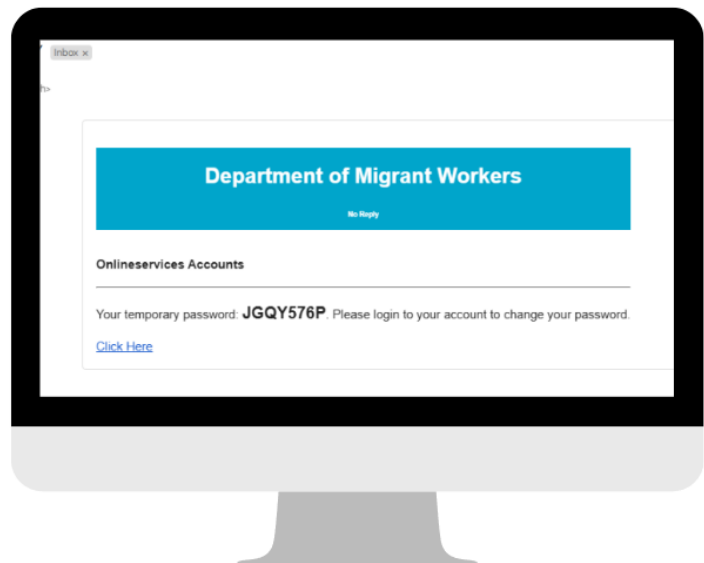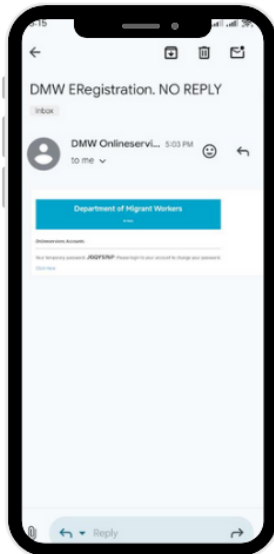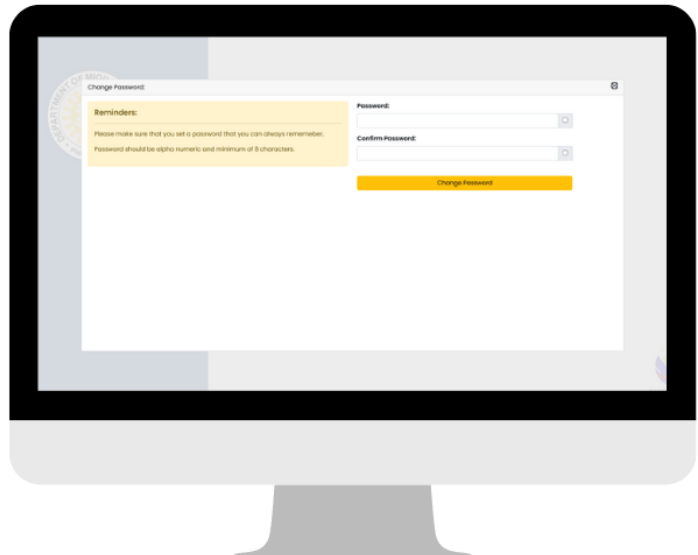

8. Now, go to https://portal.dmw.gov.ph/ to log in your account. Enter your email and temporary password and click "Sign in" button.
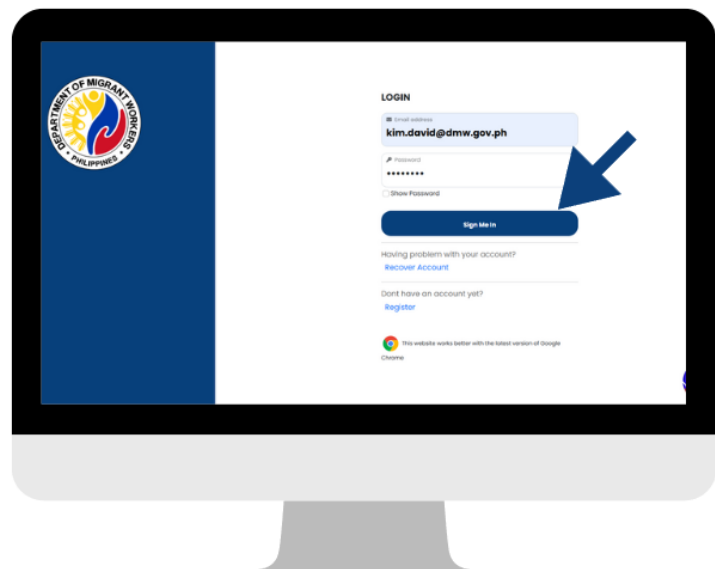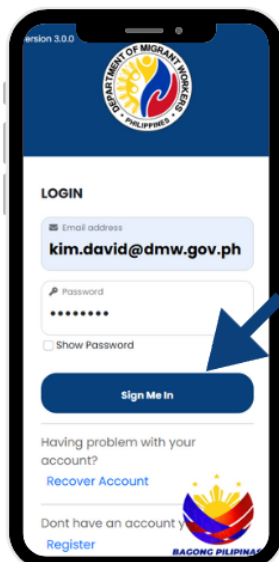
9. After signing in, the system will request you to change your temporary password to your custom password.
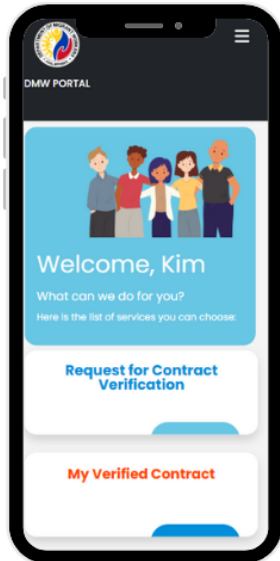

10. Now you're all set up!